



CLARK COUNTY HOUSING OPTIONS STUDY AND ACTION PLAN

Tasks 3 and 4 Scope of Work

January 2021

Task 3 Data Collection, Inventory, and Analysis

Task 3 is intended to be the background data research portion of the project. The consultant team will provide an overview of the current unincorporated Vancouver Urban Growth Area housing market. The consultant will utilize the most recent available accessible national, state, and local datasets. County GIS staff will be involved in confirming data sources, deliverable formats, and review of consultant deliverables. The team will work with County staff to determine the extent of data analysis and mapping that is feasible under the current scope. Key steps include:

- **Define Study Geographies.** The exact geographic scope of the data collection and scale of the analyses will be determined in conjunction with the County project team.
- **Develop Housing Inventory.** We will develop an inventory of existing housing units, using U.S. Census and County Assessor data. Assessor data points included in the inventory will include dwelling type, year built, lot size, zoning, square footage, and market and assessed values.
- **Evaluate Housing Growth.** Using County Assessor data, we will look at growth trends over time in each of the study geographies.
- **Evaluate Housing Market Conditions.** Using U.S. Census and Costar data, we will look at sales prices, rental rates, vacancy rates, and regulated affordable units.
- **Evaluate Household-level Data, Demographics, and Economic Trends.** To inform the housing preferences subtask in Task 1, we will compile existing publicly available demographic and economic data. We will also collect other relevant data on household transportation needs, employment trends and growth, cost burden, and household income.
- **Identify Housing Affordability Gaps.** The team will identify how much different households can afford, the existing housing available to meet those needs, and the gaps between what is available and what households can afford.
- **Evaluate Housing Capacity in the UGA.** Using the buildable lands report, we will summarize existing zoned capacity for new housing.

Task 3 Deliverables

- **Data Collection, Inventory, and Analysis Summary Report:** The consultant team will summarize the data into a digestible, easy-to-understand report for use throughout the various stages of the project. The report will paint a picture of the existing housing market, with a particular focus on the opportunities and barriers to meeting housing needs and delivering new housing units.
- **Raw Data in Editable Formats.** The team will provide underlying raw data and editable formats to the county, as well as any supporting data visualization, written summaries, and clear documentation of data sources, so that the county could update the inventory in the future on its own. The team will perform GIS Analysis using Esri ArcGIS Pro software, deliverables for GIS Analysis will include the source data as tables or feature classes in a file geodatabase. The documentation of the analysis will include either an Esri model or a python script.
- **Potential PAG Facilitation and Process.** If needed, the consultant team will work with the PAG during task 3 and task 4 to troubleshoot issues or provide additional guidance related to the analysis, assumptions, etc.

Task 4 Policy and Regulatory Review

May–Sep 2020

Task 4 is intended to be the review of Clark County’s Comprehensive Plan housing policies, zoning, and other regulations to identify any barriers to creating a more diverse variety of housing types at a variety of price points in the unincorporated Vancouver Urban Growth Area. The task will also include the review and assessment of recent state housing legislation to identify housing opportunities and requirements for Clark County, and review of other jurisdictions’ recent housing options initiatives to understand key lessons learned.

Task 4 Deliverables

- **Land Use Policies, Zoning & Regulations Audit:** The consultant team will review and assess the County’s Comprehensive Plan housing policies, land use regulations (zoning, transportation, maps) and any other related regulations to identify standards, criteria, conditions, or procedures that have the effect, either in themselves or cumulatively, of discouraging a more diverse variety of housing types and/or price points. Additionally, the consultant team will work with county staff to identify appropriate prototypical multifamily development types to conduct a development feasibility pro-forma analysis. They will conduct a pro-forma analysis using both a return on cost model and a ten-year cash flow operating model to reflect the decision-making processes of different private sector developers. The overall final product will identify barriers in county policies and regulations, packaged in an easy-to use format to support discussions later in the process.

Questions to consider as part of the review and analysis:

- Is the county missing a key comprehensive plan housing policy or does it need to amend an existing policy?
 - Do the county's development regulations implement the policies of the comprehensive plan? If not, what needs to change? (i.e. does the county's zoning code and map allow for enough variety of housing types?)
 - Are there additional regulatory barriers to providing a variety of housing types and a variety of price points? (i.e. are there opportunities to allow affordable housing in non-residential zones?)
 - Are there code or policy changes needed that could better implement the findings from tasks 1 and 3?
 - Are there enough zones (or sufficient land) for other types of housing besides single family detached?
 - Do zoning ordinances include sufficient densities, form, height, setbacks, massing, open space, parking, etc. to meet different types of housing goals?
 - Do residents within the neighborhoods in the unincorporated Vancouver Urban Growth Area have a well-rounded offering of daily goods and services, including parks that can be reached within a comfortable and safe walking distance, safe bicycle route, or transit ride?
 - Are there non-regulatory opportunities to better address issues identified?
 - Are community design standards sufficiently addressing, inhibiting, or missing, that would help the county with its housing and community design goals?
 - How do county regulations address preservation of existing housing stock and displacement of our most vulnerable community members, such as renters, people with lower incomes, and other disadvantaged groups? Are there regulatory opportunities to better address these concerns?
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- **State Housing Legislation Overview:** The consultant team will review and provide a summary of recent Washington state housing legislation for opportunities for Clark County to help meet its housing needs. The audit will highlight opportunities under the new requirements and track emerging legislation in the 2020 session.
 - **Case Study Summary & Lessons Learned:** The consultant team will review, analyze, and summarize three recent housing initiatives in other jurisdictions and identify key takeaways for Clark County. Takeaways could range broadly from process suggestions to specific regulatory changes.
 - **Potential PAG Facilitation and Process:** If needed, the consultant team will work with the PAG during task 3 and task 4 to troubleshoot issues or provide additional guidance related to the analysis, assumptions, etc.